

**TITLE:** Fiscal Analyst I/II/III

**LOCATION:** Oversight Division  
Missouri State Capitol Building, Room 132  
Jefferson City, MO

**STARTING SALARY:** Salary range will be \$55,000-\$70,000 annually. Actual starting salary is commensurate with applicable education and experience.

**BENEFITS:** State benefits, including health care, retirement, sick leave, and vacation

**CLOSING DATE:**

**DESCRIPTION:** The Fiscal Analyst is a highly responsible, professional position for the Joint Committee on Legislative Research, Oversight Division. The Oversight Division is responsible for preparation of fiscal notes, program evaluations, sunset reviews, and other matters assigned by the Joint Committee.

**RESPONSIBILITIES:** The Fiscal Analyst in this position will be responsible for reviewing and tracking legislative bills for the preparation of fiscal notes. Preparation includes but is not limited to data compilation, data analysis, conducting research including but not limited to current and background material, conducting independent analysis, developing a working knowledge of state government agencies, their functions and interrelationships ultimately resulting in a report. They will also be responsible for conducting program evaluations and sunset reviews as needed or other projects when requested by the General Assembly. This position interacts with state agency fiscal department staff as well as members of the General Assembly and staff of the General Assembly.

**QUALIFICATIONS:** Graduation from a college or university, with a Bachelor's degree in public or business administration, accounting, political science, statistics, mathematics, economics or related area required. Two or more years of governmental experience in fiscal or budget administration or related field work preferred. An advanced degree in a relevant discipline may be offered as a substitute. Applicants must have the ability to remain nonpartisan, objective, and professional regarding all legislative matters and work well under pressure with minimal supervision. Applicants must have the ability to work long hours during session (January to May) as needed with minimal notice.

**APPLICATION PROCESS:** Please send a letter of interest, resume, and three (3) references to LR-Oversight Division, State Capitol Building, Room 132, Jefferson City, MO 65101. Documents may be submitted electronically to [Valerie.mueller@lr.mo.gov](mailto:Valerie.mueller@lr.mo.gov). Additional information about the Joint Committee and Division may be found at [www.legislativeoversight.mo.gov](http://www.legislativeoversight.mo.gov)

**EQUAL OPPORTUNITY STATEMENT:** The Joint Committee on Legislative Research- Oversight Division is an equal opportunity employer. All qualified applicants will be considered for employment without regard to race, color, national origin, religion, sex, disability status, age, or other non-merit factor.